

Madison County, Virginia
Application Instructions for Emergency Medical Technician-Paramedic
August 14, 2020

Madison County

Madison County is accepting applications for the following positions:

- **Administrative Assistant**, part time and on-call
- **Emergency Medical Services Paramedic**, full-time and part-time
- **Emergency Medical Services Intermediate**, full-time and part-time
- **Emergency Communication Dispatcher**, full time
- **Registrar Assistant**, part time
- **Shelter Manager**, part time
- **Kennel Assistant**, part time

Information on Madison County, the positions and the application procedures can be found at <https://www.madisonco.virginia.gov/>.

Applications will be received until the positions are filled with the anticipated review of applications to begin on September 11. EOE

Following is supplementary information on the positions and application instructions for all interested individuals.

Emergency Medical Technicians work out of the Madison County Emergency Medical Services office on N. Main Street in Madison, VA.

Full-time employees are eligible for VRS retirement, employee health insurance (currently Local Choice-Blue Cross/Blue Shield) benefits, and holiday and vacation/sick leave. County personnel policies can be viewed [here](#). Part-time positions are not eligible for these benefits. The pay rate will depend upon the qualifications of the individuals selected.

Applicants are to complete a Madison County employment application form available [here](#) and return it to Madison County Employment; %Noah Hillstrom; P.O. Box 705; Madison, VA 2272 or via email with Madison County Employment in the subject line containing a single pdf file to nhillstrom@madisonco.virginia.gov. Resumes (and limited additional relevant documentation) are encouraged and will be accepted but will not be considered a substitute for a completed County application form. Applications will be reviewed on the basis of apparent qualifications. Unsigned applications will not be considered. General inquiries by the applicant via telephone or in person are discouraged.

The County will give preference to applicants that have appropriate experience and good people skills.

All applicants are expected to be qualified with applicable experience and certifications and possess a valid driver's license. All applicants must be able to pass a drug screen and criminal background investigation.

Emergency Medical Technician – Paramedic

Dept/Div: Emergency Medical Services/N/A

FLSA Status: Non-Exempt

General Definition of Work

Performs regular intermediate and occasional difficult skilled human support work rescuing and transporting the sick and the injured and administering emergency medical care at the paramedic level, and related work as apparent or assigned. Work is performed under the limited supervision of the EMS Lieutenant.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Responds to emergency calls; drives equipment and administers first aid; transports victims to emergency care facilities; serves as ambulance crew leader and oversees the services provided by subordinates.

Responds to cardiovascular, respiratory, endocrine, neurological, toxicological, and traumatic calls or other conditions which might require advanced life support.

Provides emergency medical care in accordance with established guidelines and written verbal instructions from physicians.

Determines extent of illness or injury and establishes priorities for required care.

Transmits vital patient information and telemetry data to receiving medical care facility.

Treatment techniques include airway management, IV therapy, drug administration, cardiac monitoring and defibrillating and electrocardiogram acquisition and strip interpretation.

Inspects advanced life support and telemetry equipment daily and ensures proper maintenance and operating conditions and inventories supplies.

Assists in cleaning and maintaining vehicle and equipment.

Assists with housekeeping, station maintenance and routine office tasks.

Participates in Community Risk Reduction and Community Outreach activities.

Participates in continuing training and instruction program by individual study of technical material and attendance at scheduled drill and classes.

Performs the duties of a firefighter as needed or required.

Knowledge, Skills and Abilities

Thorough knowledge of the principles of anatomy and physiology; thorough knowledge of the principles and techniques of emergency care, including diagnosis, proper treatment and transportation; thorough knowledge of equipment and supplies employed in the emergency care of patients and victims of accidents; thorough knowledge of the street and road system and physical layout of the County; skill in assessing a victim's condition and applying appropriate emergency medical care; ability to understand and follow oral and written instructions; ability to keep records and prepare reports; ability to establish and maintain effective working relationships with associates, local and State agencies, medical personnel, patients, other public safety representatives, and the general public.

Education and Experience

Associates/Technical degree with coursework in emergency medical services, paramedicine, or related field and considerable experience in emergency medical care, or equivalent combination of education and experience.

Physical Requirements

This work requires the regular exertion of up to 10 pounds of force, frequent exertion of up to 25 pounds of force and occasional exertion of up to 250 pounds of force; work regularly requires speaking or hearing and using hands to finger, handle or feel, frequently requires standing, walking, sitting and reaching with hands and arms and occasionally requires climbing or balancing, stooping, kneeling, crouching or crawling, or smelling, pushing or pulling, lifting and repetitive motions; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, operating machines, operating motor vehicles or

equipment and observing general surroundings and activities; work frequently requires working near moving mechanical parts and exposure to outdoor weather conditions and occasionally requires exposure to fumes or airborne particles, exposure to the risk of electrical shock and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

Possession of Virginia Emergency Medical Technician Paramedic or Nationally Registered Paramedic
Emergency Vehicle Operator Class 3

Vehicle Extrication

Critical Care or Flight Paramedic certifications highly desirable.

American Heart Association: Advanced Cardiac Life Support (ACLS), Basic Life Support (BLS), Pediatric
Advanced Life Support (PALS) certification upon hire.

Virginia Firefighter I and II certifications desirable

Possession of Federal Emergency Management Agency (FEMA) Incident Command System Classes 100, 200, 700,
and 800 certifications upon hire.

Must be released to practice by Department Operational Medical Director within 6 months of hire.

Must meet and maintain all local, State, and Federal training and education requirements for position.

Valid driver's license in the Commonwealth of Virginia.

Last Revised: October 1, 2019